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Security Information

\*OGC Has Reviewed\*

NOV 25 1953

MEMORANDUM FOR: Executive Officer, DD/A

SUBJECT : Continuous Service Abroad

REFERENCE : Your memorandum to Acting Comptroller dated  
19 November 1953, same subject. [redacted]

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1. Current CIA policy as relates to the effect of leave in the U. S. on the entitlement of travel to the U. S. at Government expense for leave after completion of two years of "continuous service abroad" is contained in [redacted] and [redacted]

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[redacted] WHICH IS AS FOLLOWS:

"(b) The following types of leave shall not constitute a break in continuous service abroad:

- (1) Annual or sick leave granted an employee while temporarily in the United States for purposes of official consultation.
- (2) A period of annual leave granted an employee to return to the United States, or its Territories and possessions, at his personal expense for the sole purpose of meeting a personal emergency.
- (3) A period of sick leave granted an employee to return to the United States, or its Territories and possessions, under proper authorization at Government expense."

2. This policy is considerably more liberal in one respect and more restrictive in another than the Foreign Service policy established by Transmittal Letter A-174 dated 9 November 1953 of the Foreign Service Manual. Our regulations contain no time limit on the leave in the U. S. which may be taken without breaking the continuous service abroad while the Foreign Service established a 30 day time limit. On the other hand the Foreign Service Manual authorizes any annual or sick leave taken in the U. S. whereas our regulations restrict the leave to three conditions which do not include all annual or sick leave which may be taken by an employee.

3. It is recommended that CIA policy be changed to provide that continuous service abroad will not be broken by any periods of annual or sick leave taken in the United States which are approved by officials authorized to approve leave. The 30 day limitation on such leave imposed by the Department of State is an administrative limitation which may or may not be appropriate for adoption by CIA. It is suggested that the Office of Personnel, in collaboration with the Office of General Counsel, the Deputy Director (Plans) and the Office of Communications,

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be directed to review field personnel problems and conditions and submit a recommended Agency policy on this subject.



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TAS/WEB:gmk (25 November 1953)

**Distribution:**

- Orig. & 1 - Addressee
- 1 - Acting Comptroller
- 1 - Acting Personnel Director
- 1 - General Counsel ✓
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